

COMMONWEALTH OF VIRGINIA STATE PROJECT POST-IMPLEMENTATION REPORT

PROJECT IDENTIFICATION

Project Name: _____ Date: _____
Agency: _____ Agency Contact: _____
Project Sponsor: _____ Project Manager: _____
Report Prepared By: _____

CATEGORIES: Categories of the report correspond to the categories in the Project Post-Implementation Survey.

For each category, the Overall Rating is the average of the ratings provided on completed survey forms for that category (1=Not at All, or Poor, 2=Adequately, or Satisfactory, 3=To a great extent, or Excellent)

A. PRODUCT EFFECTIVENESS

<div></div> <div>Overall Survey Rating: _____</div>

A. CSSQ MANAGEMENT

<div></div> <div>Overall Survey Rating: _____</div>

A. RISK MANAGEMENT

Overall Survey Rating: _____

A. COMMUNICATIONS

Overall Survey Rating: _____

A. ACCEPTANCE MANAGEMENT

Overall Survey Rating: _____

A. ORGANIZATIONAL CHANGE MANAGEMENT

Overall Survey Rating: _____

A. ISSUES MANAGEMENT

Overall Survey Rating:

A. PROJECT IMPLEMENTATION AND TRANSITION

Overall Survey Rating:

A. PERFORMANCE OF PERFORMING ORGANIZATION

Overall Survey Rating:

A. PERFORMANCE OF PROJECT TEAM

Overall Survey Rating:

A. KEY PROJECT METRICS

COST

Percent difference between the final cost, final approved baseline cost estimate, and the original cost estimate

Number of approved changes made to the original budget

Number of "re-baselined" budget estimates performed

SCHEDULE

Number of milestones in baseline schedule

Number of baseline milestones delivered on time (according to last baselined schedule)

Difference in elapsed time of original schedule and final actual schedule

Difference in elapsed time of final baseline and final actual schedule

SCOPE

Number of baseline requirements

Number of Requirements delivered at project completion

Number of changes in the post-planning phases

QUALITY

Number of defects / quality issues identified after delivery

Number of success measures identified in the Business Case that were satisfied or achieved at project completion